



Public Participation Grant

Project Name _____

Short Project Description

Please provide a short description of your project. You will have the opportunity to elaborate later on in your application.

Grant Amount Requested _____

Part 1: Organization and Project Information

Organization Name: _____

Organization Address: _____

City: _____ **State:** _____ **Zip:** _____

Email Address: _____

Telephone: _____ **Fax:** _____

Website: _____

Project Director and Title: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Email Address: _____

Telephone: _____ **Fax:** _____

Organization Type

The project sponsor is (Check one):

- A 501(c)3 nonprofit organization
- A public (government) agency

Is the sponsor organization a membership organization? _____

If so, how many members does the organization have? _____

Does the sponsor organization employ staff? _____

If so, how many full time? How many part time? _____

Mission:

Briefly describe the sponsor organization's mission and how it relates to the project under consideration for funding.

Organizational History

Describe the ability of your organization to accomplish the goals of the project. Describe the qualifications of the project director and the suitability of the project location.

Public Engagement Capacity

Describe the sponsor organization's capacity and opportunities to engage the public, its membership, or constituents during this program and upon completion of the potential project(e.g. website, newsletters, media contacts, social networking, etc.).

Does your organization have the ability to host an Open House event at your site? _____

If so, what are the options for having a public open house? _____

Does your organization have a means of regular communication with members, users or constituents?

For example, an email list, newsletter, website, Facebook page, etc.? _____

Social Media

Your organization *must* have a Facebook page prior to submission of this grant application. Please provide the URL for your page.

Please list any other social media your organization uses and handles.

Part 2: Historic Property Description

Property Name: _____

Property Address: _____

City: _____

Zip: _____

Date(s) of original construction: _____

Ownership

Does the project sponsor own the property? If applicant does not own the property, describe the owner's involvement with the project and include a letter of consent or other authority from the owner giving your organization permission to pursue this project.

Public Access

Is the property open to the public? Please tell us the approximate number of visitors per year. In addition, please describe the schedule and manner in which the public has access to the property for visits, tours, cultural events, or other programs.

Historic Designations

Is the property recognized for its architectural/cultural/historical significance by any of the designation programs listed below? (Check "eligible" if the site has not been designated but has been determined eligible for designation by the Georgia Historic Preservation Office).

National Historic Landmark

Check one:

- Eligible
- No
- Yes

Individually listed in National Register of Historic Places

Check one:

- Eligible
- No
- Yes

Contributing property to National Register Historic District

Check one:

- Eligible
- No
- Yes

If the property is a contributing property to a National Register Historic District

What year was it listed? _____

Other Designations (specify)

Significance of Property

What is the historic, architectural, and/or cultural significance of the property, and its importance to the community or neighborhood? Why does this place matter? What is the year of construction?

Current and Proposed Use

Describe how the property is currently being used, as well as its proposed use.

Supporting Organizations

Have you worked with any other organizations on this project (including technical or funding assistance)? If so, please identify the organization as well as the contact person with whom you worked on the project and describe the partner's involvement.

Part 3: Project Description

Detailed Project Description

Describe in detail how the grant funds will be used. Please be succinct. Keep in mind that all work must be approved by the Board of Historical and Architectural Review and the Façade Board.

Overall Scope of Work

If the grant-funded project is part of a larger restoration project, please describe the larger project and how the grant-funded portion will fit into the larger project.

Project Timetable

Briefly summarize the schedule/timetable for the portion of the project being considered for funding. Please detail whether current plans, engineering analyses, or specifications have been completed and whether construction estimates or bids have been received (and if not, detail these needs and anticipated timelines and plans for completing these steps). Funding cannot be used for work that is completed before the grant period starting November 1, 2017.

Date project is scheduled to begin: _____

Work must not begin before November 1, 2017

Anticipated Completion Date: _____

Must be on or before October 31, 2018

Public Appeal

Please make the case for why your site merits philanthropic funding and the public's support.

This statement is very important, as it will form the basis for the core public outreach message about your historic site and your project on the program website.

Project Budget

The grant project budget pertains to the proposed grant activities. Projects must be capital improvement “bricks and mortar” preservation work, with a grant request between \$10,000 and \$100,000. Planning and architectural costs are not eligible.

Project funding is not retroactive. The funded project must not begin before November 1, 2017.

Projects must be completed by October 31, 2018. This grant will be paid in two installments, with the first installment of 50% of the grant paid on November 1, 2017. The second installment of 50% of the grant will be paid upon the successful completion of the project and a review of the completed work by Historic Columbus Grant Committee.

If the grant is awarded, the sponsor must be able to complete the project by the October 31, 2018 deadline.

Total Project Budget _____

If you do not receive the funds from this grant, how do plan to proceed with this project?

Additional Funding

Please describe any additional funding that has been secured for this project.

Please include the following information with this application:

- One signed original application and twelve (12) copies.
- List of Applicant's Current Board of Directors (Nonprofit organizations only)
- Evidence of any secured funding needed to complete grant project
- Your current annual budget, signed by the president or treasurer of your organization.
- A copy of the project budget.
- Resume(s) and/or qualifications of consultant(s) being considered for the project
- Resume(s) and/or qualifications of personnel managing the project
- Photos of the project.
- Any other desired supplementary material that would help the panel evaluate the quality of the proposed project.

Certification

1. The undersigned gives to Historic Columbus the absolute and unqualified right to use in whole or in part, in whatever manner they may desire, including (but not limited to) use for publicity, audio-visual presentation, and/or promotion, all photographs and other materials submitted to Historic Columbus.
2. Historic Columbus is hereby given permission to make any editorial changes and/or additions to the material referred to in paragraph one above as it may deem necessary or desirable for production purposes.
3. The undersigned hereby guarantees to have on file all individual agreements and signatures from each model (adult, minor with parent or guardian written approval), creator, photographer, and producer needed for this assignment to Historic Columbus.
4. The owner of the property agrees to donate a façade easement in perpetuity on the property to Historic Columbus, if full or partial grant funding is received by the applicant. Historic Columbus will provide all legal paperwork and filing fees for the façade easement.

5. By submitting this application, the undersigned acknowledges they have read and agree to the grant conditions outlined on our guidelines.

Acting as a duly authorized representative of the applicant, I am submitting this request for a Historic Columbus Public Participation Grant.

I understand and agree to the terms above

Signature _____

Title _____

Print Name _____

Date _____